ST/AI/218/Rev.12

UNITED NATIONS

NUMERICAL INDEX

TO

ADMINISTRATIVE ISSUANCES

September 1990

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INTRODUCTION

1. The present numerical index to administrative issuances lists in alphanumeric order by series symbol, together with date and subject matter, all issuances at United Nations Headquarters which are current as of 31 August 1990. This publication is issued annually, together with a subject index, under the symbol ST/AI/218/-.

2. Each issue comprises the following three sections:

(a) ST/SGB/- series. These bulletins establish Financial Rules, Staff Rules, the organizational structure of the Secretariat and other important decisions of policy. They are issued in the name of the Secretary-General and remain in effect from a given date until specifically superseded or amended;

(b) ST/AI/- series. These instructions prescribe instructions and procedures for the implementation of Secretary-General's bulletins and they also set forth office practices and procedures to be applied in more than one department of the Secretariat. These instructions remain in effect from a given date until specifically superseded or amended;

(c) ST/IC/- series. These circulars deal with matters of general but one-time interest, matters of general interest for a specific period, informational material or requests for staff co-operation.

3. Excluded from this index are circulars of interest or applicability to project personnel, issued under the series symbol ST/IC/P/-.

4. It should be noted that the description of the organizational structure contained in section A does not fully reflect the organizational restructuring under way. Appropriate Secretary-General's bulletins thereon will be issued in due course.

5. Copies of the index are available through official distribution or by checking off the appropriate box in the form provided on the following page and returning it to the Management Advisory Service at Headquarters.

6. Comments and suggestions concerning this publication will be appreciated. They should be addressed to the Chief, Management Advisory Service, room S-2735, United Nations, New York, NY 10017.

READEX FICHE

NUMERICAL AND SUBJECT INDICES
TO UNITED NATIONS ADMINISTRATIVE ISSUANCES

To: Management Advisory Service, room S-2735

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NUMERICAL INDEX TO ADMINISTRATIVE ISSUANCES

A. SECRETARY-GENERAL'S BULLETIN (SERIES ST/SGB/-)

Symbol	Date issued	Subject	Remarks
ST/SGB/ Financial Rules/1/ Rev. 3 (1985)	3/1985	Financial Regulations and Rules of the United Nations (series 100)	Annex: Additional terms of reference governing the audit of the United Nations
ST/SGB/ Financial Rules/2	9/12/75	Financial Rules of the Fund of the United Nations Environment Programme	
ST/SGB/Staff Regulations/ Rev.20	24/2/89	Staff Regulations	
ST/SGB/ Appendix D/Rev.1	1/1/66	Rules governing compensation in the event of death, injury or illness attributable to the performance of official duties on behalf of the United Nations	See also ST/AI/120/ Rev.2
Rev.1/Amend.1	8/1/76		
ST/SGB/ Staff Rules/1/ Rev.7	26/2/90	Staff Rules	Rules 101.1 to 112.8
Rev.7/Corr.1	2/7/90		
ST/SGB/ Staff Rules/2/ Rev.7	25/5/90	Staff Rules applicable to technical assistance project personnel	Rules 200.1 to 212.7
Rev.7/Corr.1 (English only)	3/8/90		
ST/SGB/Staff Rules/3/Rev.4	25/8/87	Staff Rules governing conference and other short-term service	Rules 301.1 to 312.6
Rev.4/Corr.1	12/7/90		
ST/SGB/UNEF/2/ Rev.2	30/12/60	Financial Rules for the Special Account for the United Nations Emergency Force	
ST/SGB/UNFICYP/1	25/4/64	Regulations for the United Nations Force in Cyprus	

Symbol	Date issued	Subject	Remarks
ST/SGB/UNHHSF/ Financial Rules/3 (1978)	1/78	Special annex for the United Nations Habitat and Human Settlements Foundation (series 300) to the Financial Regulations and Rules of the United Nations (series 100)	
ST/SGB/UNIDF/ Financial Rules/4 (1982)	19/11/82	Special annex for the United Nations Industrial Development Fund (series 400) to the Financial Regulations and Rules of the United Nations (series 100)	
ST/SGB/PPBME Rules/1 (1987)	3/87	Regulations and Rules Governing Programme Planning, the Programme Aspects of the Budget, the Monitoring of Implementation and the Methods of Evaluation	
ST/SGB/ Organization*	6/89	Organization Manual of the Secretariat - Contents/ Introduction	Supersedes ST/SGB/ Organization, sects. A and B. See also ST/SGB/150/Rev.1 and ST/SGB/170 and Add.1; ST/AI/239 and ST/AI/346; ST/ADM/SER.A/1778
ST/SGB/Organization Section:			
C/Rev.1	1/12/80	Executive Office of the Secretary-General	
D/Rev.1	9/76	Office of the Under-Secretaries-General for Special Political Affairs	
DDA	2/8/88	Department for Disarmament Affairs	Supersedes ST/SGB/ Organization, sect. AA. See also ST/SGB/199

* Does not fully reflect the organizational restructuring under way. Appropriate Secretary-General's bulletins thereon will be issued in due course.

Symbol	Date issued	Subject	Remarks
ST/SGB/ Organization Section:			
DPI	2/11/87	Department of Public Information	Supersedes ST/SGB/ Organization, sect. R. See also ST/SGB/187
F/Rev.3	1/12/80	Office of the Under-Secretary-General for Political and General Assembly Affairs	See also ST/SGB/195
I	1/74	Department of Political and Security Council Affairs	
I/Amend.1	7/8/74		
I/Amend.2	27/1/75		
I/Amend.3/Rev.1	1/12/80		
K(I)/Rev.1	11/7/83	Secretariat of the Economic Commission for Europe	
K(II)	10/75	Secretariat of the Economic and Social Commission for Asia and the Pacific	
K(III)	3/76	Secretariat of the Economic Commission for Latin America	Now renamed Economic Commission for Latin America and the Caribbean. See also ST/SGB/208
K(IV)/Rev.1	10/10/83	Secretariat of the Economic Commission for Africa	
K(V)	10/74	Secretariat of the Economic Commission for Western Asia	Now renamed Economic and Social Commission for Western Asia
K(V)/Amend.1	14/10/75		
L	5/76	Secretariat of the United Nations Conference on Trade and Development	
N/Rev.2	29/2/84	Office of the United Nations Disaster Relief Co-ordinator	
N/Rev.2/Corr.1	4/4/84		
N/Rev.2/Amend.1	23/7/84		
O/Rev.1	8/77	Secretariat of the United Nations Environment Programme	

Symbol	Date issued	Subject	Remarks
ST/SGB/ Organization Section:			
OLA	17/10/89	Office of Legal Affairs	Supersedes ST/SGB/Organization, sect. H/Rev.2
ORCI	3/10/88	Office for Research and the Collection of Information	See also ST/SGB/225
P	3/76	Department of Administration and Management	See also ST/IC/89/15 and ST/SGB/235
P/Corr.1	7/76		
P(I)	4/76	Office of Financial Services	See also ST/SGB/196/Rev.1 ST/SGB/211, ST/SGB/223; ST/SGB/228 and Add.1 and ST/SGB/236
P(I)/Corr.1	9/76		
P(II)	6/75	Office of Personnel Services	See also ST/SGB/224 and ST/SGB/236
P(III)	1/74	Office of General Services	See also ST/SGB/159, ST/SGB/182 and ST/SGB/191
P(III)/Amend.2	9/4/76		
P(III)/Amend.3	24/6/76		
P(IV)/Rev.1	29/3/77	Administrative Management Service	See also ST/SGB/100, ST/SGB/138 and ST/SGB/155; ST/AI/226 and Amends.1-2 and ST/AI/261
P(V)/Rev.1	18/12/81	Internal Audit Division	
P(V)/Rev.1/ Corr.1	30/3/82		
P(VI)	3/76	Electronic Data Processing and Information Systems Service	See also ST/SGB/170, annex
Q/Rev.2	1/5/83	Department of Conference Services	Includes the Dag Hammarskjöld Library
Q/Rev.2/ Corr.1	14/10/83		
S	2/76	United Nations Office at Geneva	See also ST/SGB/186 and ST/SGB/189
S/Corr.1	3/77		
S/Amend.1	26/1/77		
S/Amend.2	29/11/77		
S/Add.1	6/8/76		
S/Add.1/Amend.1	11/77		

Symbol	Date issued	Subject	Remarks
ST/SGB/ Organization Section:			
SPQRCDT/OCN	24/2/89	Department for Special Political Questions, Regional Co-operation, Decolonization and Trusteeship and the Office of the United Nations Commissioner for Namibia	Supersedes ST/SGB/ Organization, sect. E/ Rev.1, sect. J and Amend.1 and sect. U
T/Rev.2	26/5/83	United Nations Centre on Transnational Corporations	
V	3/76	Secretariat of the World Food Council	
W	3/76	Office of the United Nations High Commissioner for Refugees	
X	5/76	Secretariat of the Third United Nations Conference on the Law of the Sea	
Y	6/77	United Nations Relief and Works Agency for Palestine Refugees in the Near East	
Z	1/4/82	United Nations Office at Vienna	See also ST/SGB/175 and ST/SGB/218
ST/SGB/Organization:			
Annex I	6/76	Secretariat boards and committees	
Annex I/ Amend.2	4/6/82	Claims Board	See also ST/AI/149/Rev.3 and ST/IC/89/69
Amend.3	26/4/83	Publications Board	Supersedes ST/SGB/Organization, annex I/Amend.1
Amend.3/ Corr.1	19/5/83		
Annex II	7/77	Units servicing inter-agency boards and committees	
Annex III	7/77	Units servicing voluntary programmes	

Symbol	Date issued	Subject	Remarks
ST/SGB/			
63/Rev.1	14/7/48	Functions of United Nations archives	See also ST/SGB/158; ST/AI/326 and Corr.1
100	14/4/54	Issuance of Secretary-General's bulletins, administrative instructions and information circulars	See also ST/AI/218/Rev.12 and Rev.12/Add.1 and ST/AI/226 and Amends.1-2
103/Rev.1	6/80	Rules governing compensation to members of commissions, committees or similar bodies in the event of death, injury or illness attributable to service with the United Nations	See also ST/AI/119
107/Rev.5	18/7/89	Rules governing payment of travel expenses and subsistence allowances in respect of members of organs or subsidiary organs of the United Nations	
114	13/11/58	Service with United Nations missions	See also ST/SGB/165; ST/AI/245; ST/IC/89/54
114/Add.1	2/5/60		
119	30/7/59	Regulations for the United Nations medal	
119/Amend.1	10/63		
125/Rev.1	21/5/63	Latin American Institute for Economic and Social Planning: arrangements for administrative servicing and promulgation of provisional financial rules	
125/Rev.1/Amend.1	31/12/63		
125/Rev.2 (Spanish only)	27/2/64		
126	1/8/63	United Nations Research Institute for Social Development	
126/Amend.1	15/6/73		
127	23/9/63	Asian Institute for Economic Development and Planning: arrangements for administrative servicing and promulgation of provisional financial rules	
127/Amend.1	29/4/74		

Symbol	Date issued	Subject	Remarks
ST/SGB/			
129	31/12/64	African Institute for Economic Development and Planning: arrangements for administrative servicing and promulgation of provisional financial rules and procedures	
132	1/67	United Nations Flag Code and Regulations	
134	8/8/67	United Nations Social Defence Research Institute	
135	26/12/69	Access to League of Nations archives	
136	1/2/71	Preservation and disposition of gifts and historical items	
138	22/3/71	Implementation and follow-up of the recommendations resulting from the manpower utilization surveys	See also ST/ADM/SER.A/1336
143	13/11/73	United Nations Fund for Drug Abuse Control	
144	28/12/73	In-service training and career development for Secretariat staff	See also ST/SGB/ Organization, annex I
144/Rev.1 (French only)	28/12/73		
150/Rev.1	1/6/77	Changes in the functions and organization of Secretariat units	See also ST/AI/346
151	7/1/76	Administration of the Staff Regulations and the Staff Rules	See also ST/AI/234/Rev.1 and Amend.1
152	4/3/76	Procedure for the establishment and maintenance of branch libraries and reference centres in the United Nations Secretariat at Headquarters	

Symbol	Date issued	Subject	Remarks
ST/SGB/ 153	7/10/76	Transfer of the United Nations Sahelian Office to the United Nations Development Programme	
154	8/3/77	Equality of men and women in the Secretariat	See also ST/IC/79/17/Rev.1
155	6/4/77	Management improvement programme in the Secretariat	See also ST/AI/261
156	21/6/77	Documentation for the Fifth Committee	
158	28/7/77	United Nations archives	See also ST/SGB/63/Rev.1; ST/AI/326 and Corr.1
159	13/9/77	Records management	See also ST/SGB/ Organization, sect. P(III) and Amends.2-3, ST/SGB/182 and ST/SGB/191; ST/IC/89/24
160	13/10/77	Planning, preparation and servicing of special conferences	See also ST/AI/249/Rev.3 and ST/AI/342
161	23/3/78	Establishment of the Department of International Economic and Social Affairs	See also ST/SGB/223
162	23/3/78	Establishment of the Department of Technical Co-operation for Development	See also ST/SGB/178
163	23/3/78	Establishment of the Office of Secretariat Services for Economic and Social Matters	
164	22/11/82	Establishment of the Administrative Review Unit	
165	24/4/78	Transfer and assignment	See also ST/SGB/114 and Add.1; ST/AI/245
166	18/5/78	Establishment of a career development system	See also ST/SGB/221; ST/AI/277, ST/AI/301 and Add.1 and ST/AI/358

Symbol	Date issued	Subject	Remarks
ST/SGB/ 168	12/10/78	Establishment of the United Nations Centre for Human Settlements (Habitat)	
170	29/12/78	Organizational nomenclature	
170/Add.1	30/6/80	in the Secretariat	
171	14/2/79	Reimbursement of taxes imposed on partial lump-sum withdrawals from the Joint Staff Pension Fund	
172	19/4/79	Staff-management relations: decentralization of consultation procedure	See also ST/SGB/206
173	29/8/79	Competitive examinations for promotion to the Professional category of staff members from other categories	See also ST/AI/357/ Add.2, ST/AI/362 and Add.1; ST/IC/1990/49
175	28/4/80	United Nations Office at Vienna	See also ST/SGB/ Organization, sect. Z and ST/SGB/218
176/Rev.1	2/5/83	Staff-Management	
176/Rev.1/ Amend.1	15/11/84	Co-ordination Committee	
177	19/11/82	Policies for obtaining the services of individuals on behalf of the Organization	See also ST/AI/295, ST/AI/296, ST/AI/297 and ST/AI/327
178	30/6/80	Department of Technical Co-operation for Development	See also ST/SGB/162
179	11/12/80	Standards of conduct	See also ST/ADM/SER.A/ 277; ST/IC/82/13 and ST/IC/89/2
182	5/1/81	Office of General Services	See also ST/SGB/Organization, sect. P(III) and Amends.2-3, ST/SGB/159 and ST/SGB/191
184	12/1/82	Documentation for meetings	
184/Add.1	24/2/82		

Symbol	Date issued	Subject	Remarks
ST/SGB/ 185	20/1/82	Offices of the Secretary-General: Office for Field Operational and External Support Activities	
186	22/2/82	Reorganization of the administrative services in the United Nations Office at Geneva	
187	26/2/82	Transfer of the Centres Administrative Unit from the Office of General Services to the Department of Public Information	See also ST/SGB/ Organization, sect. DPI
188	1/3/82	Establishment and management of trust funds	See also ST/AI/284, ST/AI/285 and ST/AI/286
189	1/4/82	Reorganization of the Conference Services Division of the United Nations Office at Geneva	
191	10/5/82	Office of General Services	See also ST/SGB/Organization, sect. P(III) and Amends.2-3, ST/SGB/159 and ST/SGB/182
192	16/6/82	United Nations garage	See also ST/AI/349; ST/IC/85/65 and ST/IC/86/14 and Add.1
193	9/6/82	Wearing of grounds passes	See also ST/AI/333 and ST/IC/83/63
194	28/7/82	Redesignation of the Division of Human Rights as the Centre for Human Rights	
195	11/8/82	Redesignation of the Special Unit on Palestinian Rights	
196/Rev.1	20/3/85	Establishment of a Central Monitoring Unit	See also ST/SGB/223
197	1/12/82	United Nations Centre on Transnational Corporations	See also ST/SGB/Organization, sect. T/Rev.2

Symbol	Date issued	Subject	Remarks
ST/SGB/			
198	10/12/82	Security, safety and independance of the international civil service	See also ST/AI/299
199	17/12/82	Transformation of the Centre for Disarmament into the Department for Disarmament Affairs	See also ST/SGB/ Organization, sect. DDA
200	4/1/83	Joint Advisory Committee at Headquarters	See also ST/IC/1990/52
200/Amend.1	2/3/87		
201	8/7/83	Use of working languages of the Secretariat	See also ST/SGB/212
202	15/9/83	Conduct of staff members in relation to the General Assembly	
203	24/5/84	Co-ordination of United Nations drug control programmes	
205	14/6/84	Regional Commissions Liaison Office	
206	5/10/84	Procedures and terms of reference of the staff-management consultation machinery at the departmental or office level	See also ST/SGB/172
207/Rev.1	16/12/87	Official United Nations travel to and representation at conferences and meetings	See also ST/AI/133 and ST/AI/319
208	13/12/84	Economic Commission for Latin America and the Caribbean	
209	21/12/84	Policies and procedures governing the relationship between non-governmental organizations and the United Nations Secretariat	
210	22/1/85	National competitive examinations	

Symbol	Date issued	Subject	Remarks
ST/SGB/			
211	20/3/85	Establishment of a Central Evaluation Unit	See also ST/SGB/223
212	24/9/85	Use of working languages of the Secretariat	See also ST/SGB/201
213	10/12/85	Designation of staff members performing significant functions in financial management, personnel management and general administration	
214	17/1/86	International Research and Training Institute for the Advancement of Women	
215	17/1/86	Financial situation of the Organization	See also ST/SGB/217 and ST/SGB/222; ST/IC/86/17 and ST/IC/87/67 and Corr.1
216 216/Add.1	7/3/86 27/3/89	Steering Committee for the Improvement of the Status of Women in the Secretariat	See also ST/SGB/220, ST/SGB/226, ST/SGB/227, ST/SGB/229 and ST/SGB/232
217	20/3/86	Financial situation of the Organization	See also ST/SGB/215 and ST/SGB/222; ST/IC/86/17 and ST/IC/87/67 and Corr.1
218	26/3/86	Conversion of the United Nations Industrial Development Organization to specialized agency status and consequent effect on the United Nations Office at Vienna	
219 219/Corr.1 219/Add.1 219/Add.2 219/Add.3	4/6/86 24/6/86 8/8/86 20/3/87 27/2/89	Establishment of a Technological Innovations Board	See also ST/AI/339, ST/AI/345, ST/AI/347, ST/AI/355, ST/AI/359 and ST/AI/361; ST/IC/89/20, ST/IC/89/58, ST/IC/1990/8 and ST/IC/1990/41
220	15/10/86	First report of the Steering Committee for the Improvement of the Status of Women in the Secretariat	See also ST/SGB/216 and Add.1, ST/SGB/226, ST/SGB/227, ST/SGB/229 and ST/SGB/232

Symbol	Date issued	Subject	Remarks
ST/SGB/			
221	22/12/86	Vacancy management and staff redeployment	See also ST/AI/338 and Add.2-6 and Add.6/Amend.1 and ST/AI/353; ST/IC/86/62, ST/IC/87/13 and Add.1-2, ST/IC/87/31 and ST/IC/87/59
222	22/12/86	Financial situation of the Organization	See also ST/SGB/215 and ST/SGB/217; ST/IC/86/17 and ST/IC/87/67 and Corr.1
223	13/2/87	Office for Programme Planning, Budgeting, Monitoring and Evaluation	See also ST/SGB/228 and Add.1 and ST/SGB/236
224	13/2/87	Office of Human Resources Management	See also ST/SGB/236
225	1/3/87	Office for Research and the Collection of Information	See also ST/SGB/Organization, sect. ORCI; ST/IC/87/25 and Add.1 and ST/IC/87/32
226	11/5/87	Second report of the Steering Committee for the Improvement of the Status of Women in the Secretariat	See also ST/SGB/216 and Add.1, ST/SGB/220, ST/SGB/227, ST/SGB/229 and ST/SGB/232
227	2/11/87	Third report of the Steering Committee for the Improvement of the Status of Women in the Secretariat	See also ST/SGB/216 and Add.1, ST/SGB/220, ST/SGB/226, ST/SGB/229 and ST/SGB/232
228	16/12/87	Programme Planning and Budgeting Board	See also ST/SGB/223
228/Add.1	22/2/90		
229	16/11/88	Fourth report of the Steering Committee for the Improvement of the Status of Women in the Secretariat	See also ST/SGB/216 and Add.1, ST/SGB/220, ST/SGB/226, ST/SGB/227 and ST/SGB/232
230	8/3/89	Resolution of tort claims	
231	20/6/89	Establishment of a Senior Advisory Board on Services to the Public	

Symbol	Date issued	Subject	Remarks
ST/SGB/ 232	28/11/89	Interim report of the Committee for the Improvement of the Status of Women in the Secretariat	See also ST/SGB/216 and Add.1, ST/SGB/220, ST/SGB/226, ST/SGB/227 and ST/SGB/229
233	4/1/90	Establishment of a Senior Planning and Monitoring Group for Peace-keeping Operations	
234	16/3/90	Message on the occasion of Namibia's independence	
235	30/3/90	Designation of Acting Under-Secretary General for Administration and Managment	See also ST/IC/89/15
236	3/8/90	Appointment of senior officials	See also ST/SGB/223 and ST/SGB/224

B. ADMINISTRATIVE INSTRUCTIONS (SERIES ST/AI/-)

Symbol	Date issued	Subject	Remarks
ST/AI/ 52	25/6/48	Secretariat procedure with regard to international instruments (conventions, agreements, treaties, etc.)	
67/Rev.6	30/7/79	Procedure for sale of copies of United Nations recordings	
82	16/8/50	Authority for mailing official United Nations publications, supplies and equipment	See also ST/AI/189/ Add.10 and ST/AI/271
97/Rev.2	26/2/64	Control of United Nations property covered by personal property receipts	See also ST/AI/208 and Amend.2
104	23/8/54	Solicitation of voluntary contributions within the Secretariat	
105	3/9/54	Maintenance of personnel records cards	
113	2/3/56	Linguistic standards for staff of the United Nations Secretariat	
118/Rev.1	15/1/57	Registration of representatives, establishment of passes and publication of official documents containing lists of delegates to meetings of United Nations organs	
119	8/10/56	Provisional rules governing compensation to members of commissions, committees or similar bodies in cases of injury or death attributable to service with the United Nations	See also ST/SGB/103/ Rev.1

Symbol	Date issued	Subject	Remarks
ST/AI/			
120/Rev.2	19/5/82	Instructions with respect to reporting of work injuries, safety measures and accident prevention	See also Staff Rules 106.4; Staff Rules/ Appendix D/Rev.1 and Amend.1
133	8/4/59	Payments of travel expenses and subsistence allowances in connection with United Nations conferences	See also ST/SGB/107/ Rev.5 and ST/SGB/207/Rev.1
137	27/12/60	Revised system of daily subsistence allowance	
137/Amend.5	13/10/71		
137/Add.1/ Rev.1	13/5/75	System of daily subsistence allowance	
143/Rev.26	29/9/83	Assignment of staff to a duty station other than their official duty station for periods of less than one year	
143/Rev.26/ Amend.5	5/2/90		
145/Rev.1	18/6/70	Use of Dag Hammarskjöld Memorial Library building	Paras. 5-6 only. See also ST/AI/335 (paras. 7-8)
149/Rev.3	17/11/88	Compensation for loss of or damage to personal effects	See also ST/SGB/ Organization, Annex I/ Amend.2 and ST/IC/89/69
155/Rev.2	31/8/90	Personnel payroll clearance action	
157	13/8/63	Losses of cash	
172	27/3/67	After-service health insurance coverage	
172/Amend.2	17/1/74	After-service medical and dental insurance schemes: reduction in contribution rates for subscribers	
172/Amend.3	5/4/84	After-service health insurance	
172/Add.2	11/2/70	After-service dental insurance	

Symbol	Date issued	Subject	Remarks
ST/AI/			
174/Rev.3	1/9/83	Instructions governing United Nations diplomatic pouch service	See also ST/AI/271 and ST/AI/328
176/Rev.3	30/4/80	Transportation of privately owned automobiles	
176/Rev.3/ Corr.1	15/10/80		
176/Rev.3/ Add.1	24/8/81		
176/Rev.3/ Add.2	25/5/84		
176/Rev.3/ Add.3	29/12/86		
181/Rev.8	26/6/89	Education grant and special education grant for disabled children	
181/Rev.8/ Corr.1	17/5/90		
181/Rev.8/ Amend.1	9/7/90		
181/Rev.8/ Amend.2	31/8/90		
182	17/12/68	Obligations of staff members	
189	7/11/69	Regulations for the control and limitation of documentation	
189/Add.1/ Rev.1	27/6/78	Initiation, approval and execution of the United Nations biennial publications programme	
189/Add.2	15/9/71	Covers and title pages of publications	
189/Add.2/ Amend.1	30/4/75		
189/Add.3/ Rev.2	17/12/85	Distribution of documents, meeting records, official records and publications	See also ST/AI/82, ST/AI/271 and ST/AI/341
189/Add.4	22/6/71	Principles governing the exchange of United Nations documents and publications	See also ST/AI/271
189/Add.5/ Rev.2	23/2/87	Stock review and disposal: official records and publications	

Symbol	Date issued	Subject	Remarks
ST/AI/			
189/Add.6/ Rev.3	19/3/90	Attribution of authorship in United Nations documents, publications and other official papers	
189/Add.7	30/9/71	Documentation work-load estimates	
189/Add.8/ Rev.1	15/3/77	Requests for documents services	
189/Add.9/ Rev.1	26/3/85	Copyright in United Nations publications: general principles, practice and procedure	See remarks below
189/Add.9/ Rev.2	17/9/87	Copyright in United Nations publications: general principles, practice and procedure	Supersedes ST/AI/189/ Add.9/Rev.1 on an experimental basis until the end of 1991
189/Add.9/ Rev.2/Add.1	5/4/90		
189/Add.10	29/11/72	Mailing of official United Nations documentation	See also ST/AI/82 and ST/AI/271
189/Add.11/ Rev.1	17/11/75	Principles governing United Nations depository libraries	
189/Add.11/ Rev.1/Amend.1	24/11/80		
189/Add.12	16/2/73	Supply to the United Nations libraries of material not available through the regular distribution channels	
189/Add.13/ Rev.1	22/12/73	Reissue of out-of-stock material	
189/Add.14/ Rev.1	17/9/79	External publishing of United Nations manuscripts	
189/Add.15	26/4/73	Pricing of United Nations publications	
189/Add.16	7/6/73	Classification and declassification of documents	

Symbol	Date issued	Subject	Remarks
ST/AI/			
189/Add.17	24/6/75	Criteria for the selection of material to be issued as United Nations publications	
189/Add.18	19/1/76	Mention of names of commercial firms in United Nations documents and publications	
189/Add.19	19/1/76	Newsletters	
189/Add.20/ Rev.1	24/2/82	Maximum length of documents submitted in the name of the Secretary-General or of the Secretariat	
189/Add.21	15/1/79	Use of the United Nations emblem on documents and publications	
189/Add.22	1/6/79	Use and disposition of papers and reports of seminars and similar ad hoc meetings	
189/Add.23	24/2/82	Timetable for the planning and submission of documents for sessions of United Nations organs	
189/Add.24	11/12/84	Use of the International Standard Book Number (ISBN) and the International Standard Serial Number (ISSN) for United Nations publications	
189/Add.25	23/2/87	Guidelines for the publication of maps	
189/Add.26	25/9/89	Guidelines for electronic publishing	See also ST/AI/359
190/Rev.1	2/5/83	Outside activities of members of the Secretariat	
192/Rev.1	1/3/82	Official hospitality	
192/Rev.1/Corr.1 (English only)	23/3/82		
192/Rev.1/ Add.1	23/12/83		

Symbol	Date issued	Subject	Remarks
ST/AI/			
193/Rev.1	24/6/77	Material and package passes	See also ST/AI/309/ Rev.1
196	23/12/70	Computation of travel subsis-	
196/Amend.1	24/11/72	tence allowance	
197	4/1/71	Participation of mission staff in the United Nations Joint Staff Pension Fund	
202	4/6/71	Headquarters Property Survey Board: case report and recommendation form	
205	10/12/71	Library services	See also ST/AI/189/ Add.12
206/Rev.3	29/2/88	Terminal expenses	
206/Rev.3/ Amend.1	15/5/90		
207	23/12/71	Language proficiency of staff in the Professional category and above	
208	23/12/71	Property records and inventory	
208/Amend.2	2/6/83	control under revised definition of non-expendable property	
209	5/1/72	Pensionable remuneration on promotion to Professional category	
211	4/4/72	Scheduling of meetings and provision of conference services	
213/Rev.1	18/7/84	Retention in service and employment beyond the age of retirement	
215/Rev.1	8/10/81	Family visit travel	See also ST/AI/280/ Rev.5 and Corr.1 and Add.1

Symbol	Date issued	Subject	Remarks
ST/AI/ 218/Rev.12	9/90	Numerical index to administrative issuances	See also ST/AI/226 and Amends.1-2
218/Rev.12/ Add.1	9/90	Subject index to administrative issuances	
219/Rev.2	7/1/81	Maternity leave	
221/Rev.1	24/10/89	Time, attendance and leave recording	
222	10/12/74	Procedure to be followed in cases of termination of permanent appointment for unsatisfactory services	
223	2/10/74	Financial administration	
224/Rev.1	4/5/87	Reimbursement for travel by private motor vehicle	
224/Rev.1/ Amend.8	13/11/89		Superseded by ST/AI/224/Rev.1/ Amend.9
224/Rev.1/ Amend.9	3/4/90		Superseded by ST/AI/224/Rev.1/ Amend.10
224/Rev.1/ Amend.10	25/7/90		
226	18/2/75	Administrative issuances	See also ST/SGB/100; ST/AI/218/Rev.12 and Rev.12/Add.1
226/Amend.1	8/11/76		
226/Amend.2	29/9/89		
227	25/4/75	Security of valuable articles: lost and found property	
228	13/5/75	Use of "UNOGRAMME" (telegram-type letter form)	See also ST/AI/271
229	29/9/75	Reimbursement of the cost of accompanied excess baggage	
229/Add.1	14/2/77		
229/Add.2	8/7/77		

Symbol	Date issued	Subject	Remarks
ST/AI/			
230/Rev.2	16/7/85	Currency of payment of salaries and allowances	
230/Rev.2/ Corr.1	5/8/85		
230/Rev.2/ Corr.2	18/12/85		
230/Rev.2/ Amend.1	12/10/87		
231	12/1/76	Non-reimbursable loans of personnel services from sources external to the United Nations common system	
233	9/12/75	Contributions from non-member States	
234/Rev.1	22/3/89	Administration of the Staff Regulations and Staff Rules	See also ST/SGB/151
234/Rev.1/ Amend.1	14/6/90		
235	8/1/76	Death and disability coverage for members of the Joint Inspection Unit	
235/Corr.1	20/1/76		
238/Rev.1	29/3/82	Shipping and insurance procedures for shipments of personal effects and household goods	
239	5/8/76	Organization of the Secretariat	See also ST/SGB/ Organization and ST/SGB/150/Rev.1; ST/AI/346; ST/ADM/ SER.A/1778
240/Rev.2	28/11/84	Performance evaluation report system	
241	8/10/76	Changed audit emphasis by United Nations Board of Auditors	
242	22/2/77	Establishment of appointment and promotion committees at designated offices away from Headquarters	See also ST/SGB/151; ST/AI/234/Rev.1 and Amend.1

Symbol	Date issued	Subject	Remarks
ST/AI/			
244	27/4/77	United Nations bookshop service for staff members	
245	11/5/77	Outposting of staff from the established location of a department to another location	See also ST/SGB/114 and Add.1 and ST/SGB/165
248	7/7/77	Reimbursement of taxi fares	
248/Amend.1	27/6/80		
249/Rev.3	29/3/89	Standard of accommodation, travel time and rest stopovers	
254	3/2/78	Duty-free and tax-free entry of	
254/Amend.1	21/5/86	baggage and effects into the	
254/Amend.2	14/3/90	United States	
256	3/2/78	Separation of responsibilties	
256/Add.1	20/12/83	and duties of cheque signatories and finance officers designated as approving officers	
257	12/5/78	Information for United Nations travellers	See also ST/IC/1990/13
259/Rev.10	27/2/89	Salary differential for General	
259/Rev.10/ Amend.1	6/12/89	Service staff in the language-typing and word-processing units, Department of Conference Services, Headquarters	
260	29/11/78	Release of staff members in bad weather or other conditions	
261	12/12/78	Forms management programme	See also ST/SGB/155
262	23/4/79	Repatriation grant	See also ST/AI/269 and ST/AI/300
264/Rev.1	14/6/83	Unaccompanied shipments and	
264/Rev.1/ Corr.1	2/12/83	insurance coverage for personal effects and house-	
264/Rev.1/ Amend.1	17/7/85	hold goods	
264/Rev.1/ Amend.1/ Corr.1	9/10/85		

Symbol	Date issued	Subject	Remarks
ST/AI/			
265	16/5/79	Overtime compensation at Headquarters	
267	1/8/79	Acceptance of remuneration from sources external to the Organization	
269	21/12/79	Repatriation grant	See also ST/AI/262 and ST/AI/300
270/Rev.1	12/4/89	Delegation of authority under the Financial Rules	See also ST/SGB/ Financial Rules/1/ Rev.3 (1985); ST/AI/315
271	4/2/80	General principles and procedures governing outgoing official United Nations mail at Headquarters	See also ST/AI/82 and ST/AI/189/Add.10
273	4/3/80	Employment of spouses	
274	30/6/80	Appointment, extension and conversion of contractual status of staff in the General Service, Security Service and Manual Workers categories	
274/Corr.1 (English only)	27/8/80		
275/Rev.2	23/11/88	Rental subsidies and deductions for staff at duty stations outside Europe and North America	See also ST/AI/350
276	28/8/80	Assignment of staff members from other categories to Professional posts and granting of special post allowance to the Professional category	
277	10/11/80	Classification system for Professional posts	See also ST/SGB/166 and ST/SGB/221; ST/IC/87/30
278/Rev.1	25/5/82	Definition of dependency status	See also ST/IC/1990/1 and Corr.1

Symbol	Date issued	Subject	Remarks
ST/AI/			
280/Rev.4/ Amend.1	25/4/90	Special entitlements for staff members serving at designated duty stations	Superseded by ST/AI/280/Rev.5 and Corr.1 and Add.1
280/Rev.4/ Amend.2	9/5/90		
280/Rev.5	21/6/90		
280/Rev.5/ Corr.1	9/7/90		
280/Rev.5/ Add.1	18/7/90		
281/Rev.1	9/4/90	External studies programme	
282	10/12/81	Use of United Nations premises for meetings and catering services	
283	27/1/82	Official holidays	
284	1/3/82	General trust funds	See also ST/SGB/188
285	1/3/82	Technical co-operation trust funds	See also ST/SGB/188
286	3/3/82	Programme support accounts	See also ST/SGB/188
291/Rev.1	18/7/84	Part-time employment	
292	15/7/82	Filing of adverse material in personnel records	See also ST/IC/82/77/ Rev.1 and ST/IC/88/19
293	15/7/82	Facilities to be provided to staff representatives	
294	16/8/82	Visa status of non-United States staff members serving in the United States	
295	19/11/82	Temporary staff and individual contractors	See also ST/SGB/177; ST/AI/296, ST/AI/297 and ST/AI/327
296	19/11/82	Consultants and participants in advisory meetings	See also ST/SGB/177; ST/AI/295, ST/AI/297 and ST/AI/327

Symbol	Date issued	Subject	Remarks
ST/AI/			
297	19/11/82	Technical co-operation for personnel and operational, Executive and Administrative Services (OPAS) officers	See also ST/SGB/177; ST/AI/295, ST/AI/296 and ST/AI/327
298	28/2/83	Overtime and night differential for staff in the General Service and related categories	
298/Amend.1	15/10/84		
299	10/12/82	Reporting of arrest or detention of staff members, other agents of the United Nations and members of their families	See also ST/SGB/198
300	5/1/83	Repatriation grant	See also ST/AI/262 and ST/AI/269
301	10/3/83	Initial classification of General Service posts in New York	See also ST/SGB/166; ST/AI/332 and ST/AI/358; ST/IC/89/77
301/Add.1	12/7/83	Initial classification of occupations performing security, guide and dispatch, and trade and craft work in New York	
306	1/6/83	Amendments to the Staff Rules: chapter XI, Joint Appeals Boards	
307	3/6/83	Amendment to staff rule 110.4 on suspension pending investigation	
308/Rev.1	25/11/83	Establishment of Panels on Discrimination and Other Grievances	See also ST/IC/88/10, ST/IC/1990/28 and ST/IC/1990/50
309/Rev.1	17/2/84	Authority of United Nations security officers	See also ST/AI/193/Rev.1
310	20/9/83	Registration of staff members and affiliates on Saturdays, Sundays, holidays and after office hours	

Symbol	Date issued	Subject	Remarks
ST/AI/			
314	27/1/84	Non-resident's allowance	See also ST/AI/350
314/Add.1	16/1/85		
315	27/1/84	Delegation of financial authority to the International Trade Centre	
316	6/3/84	Granting of status of staff members to full-time language teachers	See also ST/IC/89/72, ST/IC/1990/35 and ST/IC/1990/48
317	5/6/84	Reimbursement of costs of basic medical examinations for family members	
317/Amend.3	9/3/88		
318	10/9/84	Temporary suspension of recruitment	See also ST/SGB/217 and ST/SGB/222
319	12/9/84	Control of travel on official business	See also ST/SGB/207/Rev.1
320	14/9/84	Staff incentive programme	See also ST/IC/85/39
320/Add.1	1/11/84		
320/Add.1/Corr.1 (English only)	8/11/84		
320/Add.1/Corr.2	18/12/84		
322	25/9/84	Excess property	
323	27/9/84	Reduction in energy consumption	See also ST/IC/89/34
325	30/10/84	Decentralization of basic training in word-processing in the Secretariat at Headquarters and establishment of the Standing Review Committee on Word-processing Training	
326	28/12/84	United Nations archives	See also ST/SGB/158
326/Corr.1	17/1/85		
327	23/1/85	Institutional or corporate contractors	See also ST/SGB/177; ST/AI/295, ST/AI/296 and ST/AI/297

Symbol	Date issued	Subject	Remarks
ST/AI/			
328 (English only)	19/2/85	Diplomatic pouch automated accounting system	See also ST/AI/271
329	17/6/85	Requisition for equipment supplies or services (form PT.72)	
330	11/7/85	Revised telegraph form	
332	7/11/85	Classification standards for security jobs at Headquarters	See also ST/AI/301 and Add.1 and ST/AI/358
333	29/11/85	Personal identification cards - Headquarters	See also ST/SGB/193 and ST/IC/83/63
334	21/5/86	Test for basic word-processing qualifications	
335	11/7/86	Use of United Nations premises for meetings, conferences and public events	See also ST/AI/145/Rev.1
336	15/9/86	Report of the Group of High-level Intergovernmental Experts and related decisions of the General Assembly	See also ST/IC/86/43 and ST/IC/87/63
337	15/10/86	Policy on the provision and use of official cars	
338	22/12/86	Vacancy management and staff redeployment	See also ST/SGB/221; ST/AI/353 and ST/AI/358; ST/IC/86/62, ST/IC/87/13 and Add.1-2, ST/IC/87/31 and ST/IC/87/59
338/Add.2	25/7/88	[Promotion policy for staff in the Professional category]	
338/Add.3	21/7/88	[Procedures for implementing the vacancy management and staff redeployment programme]	
338/Add.4	28/7/88	[Promotion policy for staff in the General Service and related categories at Headquarters]	
338/Add.5	2/11/88	[Provisional guidelines for implementation of the vacancy management and staff redeployment programme]	

Symbol	Date issued	Subject	Remarks
ST/AI/ 338/Add.6	16/8/90	[Introduction of recourse mechanism and the streamlining of promotion procedures - Professional category]	See also ST/SGB/221; ST/AI/353 and ST/AI/358; ST/IC/86/62, ST/IC/87/13 and Add.1-2, ST/IC/87/31 and ST/IC/87/59
338/Add.6/ Amend.1	29/8/90		
339	3/4/87	Acquisition, replacement and maintenance of office automation equipment	See also ST/SGB/219 and Corr.1 and Add.1-3; ST/AI/345, ST/AI/347 and ST/AI/355
341	19/3/87	Confidentiality of mailing lists and registers	See also ST/IC/81/38
342	8/5/87	Guidelines for the preparation of host Government agreements falling under General Assembly resolution 40/243	See also ST/SGB/160; ST/AI/249/Rev.3
343	31/7/87	Medical insurance plan for locally recruited staff at designated duty stations away from Headquarters	See also ST/IC/87/33
344	3/8/87	Classification system for Field Service category posts	See also ST/AI/277
345	20/10/87	Establishment and operation of Technological Innovations Committees at regional commissions and other locations away from Headquarters	See also ST/SGB/219 and Corr.1 and Add.1-3; ST/AI/339, ST/AI/347, ST/AI/355, ST/AI/359 and ST/AI/361; ST/IC/89/58 and ST/IC/1990/8
346	5/11/87	Restructuring of Secretariat departments and offices	See also ST/SGB/150/ Rev.1
347	9/3/88	Policies and procedures for office automation standardization	See also ST/SGB/219 and Corr.1 and Add.1-3; ST/AI/339, ST/AI/345, ST/AI/355, ST/AI/359 and ST/AI/361

Symbol	Date issued	Subject	Remarks
ST/AI/ 349	22/4/88	United Nations garage	See also ST/SGB/192; ST/IC/85/65 and ST/IC/86/14 and Add.1
350	27/4/88	Rental subsidies and deductions for staff at duty stations in Europe and North America	See also ST/AI/275/ Rev.2
351	25/5/88	Assistance and representation by counsel in disciplinary and appeal cases	See also ST/IC/88/11
352	28/6/88	Certifying and approving officers	
352/Add.1/ Rev.1	27/11/89	List of certifying officers for the biennium 1988-1989	Superseded by ST/AI/352/Add.2
352/Add.2	18/7/90	List of certifying officers for the biennium 1990-1991	
353	20/7/88	Internal reassignment of staff: guidelines for ad hoc joint departmental advisory panels	See also ST/SGB/221; ST/AI/338 and Add.2-6 and Add.6/Amend.1
354	27/7/88	Request for rectification of date of birth or of other personal data	
355	7/9/88	Guidelines for the acquisition, use and support of micro-computers in the United Nations	See also ST/SGB/219 and Corr.1 and Add.1-3; ST/AI/339, ST/AI/345, ST/AI/347, ST/AI/359 and ST/AI/361; ST/IC/89/58, ST/IC/1990/8 and ST/IC/1990/41
356	4/5/89	Implementation of the initial General Service classification exercise at Addis Ababa	
357/Add.1/ Amend.1	23/10/89	1989 competitive examination for promotion to the Professional category of staff members from other categories	See ST/AI/362 and Add.1 for 1990 competitive examination
357/Add.2	1/2/90		

Symbol	Date issued	Subject	Remarks
ST/AI/			
358	31/7/89	Procedures for appeal of classification decisions for posts in the General Service and related categories in New York	See also ST/SGB/301 and Add.1
359	12/12/89	Standards for desk-top publishing hardware and software	See also ST/AI/189/ Add.26 and ST/AI/347
360	1/2/90	Movement of staff from the Field Service category to the Professional category	See also ST/SGB/173; ST/AI/357/Add.2 and ST/AI/362 and Add.1
361	29/3/90	Standard for word-processing software for microcomputers	See also ST/AI/347
362	21/5/90	1990 competitive examination for promotion to the Professional category of staff members from other categories	See also ST/SGB/173; ST/AI/357/Add.2; ST/IC/1990/49
362/Add.1	26/7/90		
363	1/8/90	Mobility and hardship allowance	See also ST/IC/1990/37
363/Corr.1	17/8/90		
364	1/8/90	Assignment grant	
364/Corr.1 (French only)	27/8/90		
365	13/8/90	Implementation of changes to salary policy in promotions	

C. INFORMATION CIRCULARS
(series ST/AFS/SER.A/--, ST/ADM/SER.A/--, and ST/IC/--)

Symbol	Date issued	Subject	Remarks
ST/ADM/SER.A/ 277	8/10/54	Standards of conduct in the international civil service	See also ST/SGB/179; ST/IC/82/13 and ST/IC/89/2
1214	19/12/67	Document copying and duplicating facilities: need for economy in expenditure	
1303	24/1/69	Staff conduct at meetings	
1312	7/3/69	Observance of time-limits under the Staff Rules	
1315	14/3/69	Designation, change or revocation of beneficiary	
1336	10/6/69	The establishment of a new Administrative Management Service and the carrying out of a manpower survey of the Secretariat	See also ST/SGB/Organization, sect. P(IV)/Rev.1, ST/SGB/138 and ST/SGB/155
1459	1/10/70	Personal insurance assistance programme	
1636	12/9/72	Use of cable communications	See also ST/IC/86/61
1778	24/5/74	Organization of the Secretariat	See also ST/SGB/ Organization and ST/SGB/150/Rev.1; ST/AI/239 and ST/AI/346
1814	28/10/74	Economy in the use of stationery and office supplies	See also ST/IC/88/18
1872	13/6/75	Library services: The New York Times Information Bank	
1932	3/2/76	Circulation of newspapers	

Symbol	Date issued	Subject	Remarks
ST/ADM/SER.A 1938	5/2/76	Adjustment of mid-month salary advances	
1950	29/3/76	Index to administrative issuances	See ST/AI/218/Rev.12 and Rev.12/Add.1
ST/IC/ 77/30	22/6/77	Special envelopes for delivery of cables	
78/22	4/4/78	Increased cost of telephone services	
78/38	12/6/78	Group life insurance: changes in coverage	See also ST/IC/89/70 and ST/IC/1990/29
78/43	30/6/78	United Nations Bibliographical Information System (UNBIS)	
78/53	24/8/78	Employment of family members on G-4 visas	See also ST/AI/294; ST/IC/89/13
79/10	24/1/79	Unauthorized absence	
79/17/ Rev.1	8/3/82	Guidelines for promoting equal treatment of men and women in the Secretariat	See also ST/SGB/154
80/52	18/7/80	Group Health Incorporated dental insurance plan: new premiums and procedures for predetermination of benefits	See also ST/IC/84/53
80/55	4/8/80	Vehicle service station	
80/75	13/10/80	New York Telephone Company: change in procedure for dialling telephone calls	See also ST/IC/84/90
81/38	29/4/81	Care of valuables and confidential material	See also ST/AI/341
81/47	14/5/81	Staff representation activities	
81/64	10/9/81	Change of zip code for Post Office Box 20 address	

Symbol	Date issued	Subject	Remarks
ST/IC/			
82/7	3/2/82	Internal recourse procedures in the United Nations Secretariat	See also ST/IC/88/10
82/8	9/2/82	Secretary of the Joint Appeals Board and of the Joint Disciplinary Committee	See also ST/IC/88/14 and ST/IC/88/23
82/13	26/2/82	Standards of conduct	See also ST/SGB/179; ST/ADM/SER.A/277 and ST/IC/89/2
82/48	1/7/82	Dependency allowances	See also ST/IC/89/11 and ST/IC/1990/35
82/60	14/9/82	Headquarters medical insurance plans: revised insurance claim form	See also ST/IC/1990/39
82/77/Rev.1	11/1/83	Abolition of confidential files	See also ST/AI/292; ST/IC/88/19
83/9	25/2/83	New status of the United Nations Institute for Disarmament Research	
83/13	10/3/83	Spouse allowance for staff in the General Service and related categories in New York	
83/21	18/4/83	Personnel directives	
83/21/Add.1	1/3/84		
83/21/Add.2	23/7/84		
83/21/Add.3	24/10/84		
83/21/Add.4	27/7/88		
83/21/Add.5	5/8/88		
83/21/Add.6	13/12/88		
83/21/Add.7	14/4/89		
83/21/Add.8	4/5/89		
83/21/Add.9	25/5/89		
83/21/Add.10	13/6/89		
83/21/Add.11	29/5/90		

Symbol	Date issued	Subject	Remarks
ST/IC/ 83/50	22/7/83	Catering services: Joint Catering Advisory Committee	See also ST/IC/86/16 and ST/IC/1990/31
83/57	30/8/83	Diplomatic pouch schedule	
83/61/Rev.1	27/9/83	Garage access	See also ST/IC/86/7 and ST/IC/88/2
83/63	20/9/83	Wearing of grounds passes	See also ST/SGB/193 and ST/AI/333
83/67	10/10/83	Official travel agency at Headquarters: Don Travel Service, Inc.	Renamed Ask Mr. Foster Travel Service
83/83	20/12/83	Unauthorized use of diplomatic plates by Secretariat officials	
84/4	19/1/84	Changes in the Headquarters medical and dental insurance plans	See also ST/IC/84/53 and ST/IC/84/78
84/10	26/1/84	Staff members who are not United States nationals but receive investment income from United States sources	See also ST/IC/84/74
84/12	1/2/84	United Nations garage: increased parking rates	Delegations only
84/18 84/18/Amend.1	2/3/84 12/7/89	Guidelines for work with visual display units	
84/33	5/6/84	Safeguarding of United Nations keys	
84/46	21/6/84	Payroll deduction for personal cheques returned by banks	
84/53	3/8/84	Headquarters medical and dental insurance schemes: reduction in contribution rates	See also ST/IC/84/78
84/59	27/8/84	Use of automated elevators	See also ST/IC/1990/6

Symbol	Date issued	Subject	Remarks
ST/IC/ 84/65	18/9/84	Travel advance payments	
84/74	24/10/84	Changes in United States tax legislation concerning individuals in the United States who are not United States nationals	See also ST/IC/84/10
84/78	11/12/84	New Headquarters medical insurance schemes	See also ST/IC/86/20
84/80	3/12/84	Payment of income taxes	See also ST/IC/87/64
84/85	11/12/84	Delivery and picking up of packages	See also ST/IC/89/50
84/86	11/12/84	Credit policy for use of the Delegates Dining Room and related catering services	
84/90	21/12/84	Change in telephone dialling procedures - New York City area codes	See also ST/IC/80/75
84/91	28/12/84	Security arrangements	
85/11	15/2/85	AETNA Claim Department telephone numbers	See also ST/IC/1990/39 for address
85/18	4/4/85	Standard of accommodation	See also ST/IC/88/6
85/37	29/7/85	United Nations garage: applications for second review	See also ST/IC/86/14 and Add.1
85/39	23/7/85	Staff incentive programme: objectives and composition of the Staff Incentive Review Committee	See also ST/AI/320 and Add.1 and Add.1/Corr.1-2
85/42	13/8/85	Smoking in conference rooms and offices	See also ST/IC/87/18 and ST/IC/87/54
85/44	22/8/85	United Nations Secretariat buildings environmental conditions	

Symbol	Date issued	Subject	Remarks
ST/IC/ 85/48	12/9/85	Host country travel regulations	See also ST/IC/85/74 and Corr.1; ST/IC/ 85/76, ST/IC/86/4 ST/IC/87/42, ST/IC/88/57, ST/IC/89/10, ST/IC/1990/14, ST/IC/1990/16 and ST/IC/1990/34
85/65	18/11/85	United Nations garage: membership of the Garage Review Board	
85/74 85/74/Corr.1	17/12/85 24/12/85	Host country travel regulations	See also ST/IC/85/48, ST/IC/85/76, ST/IC/86/4, ST/IC/87/42 ST/IC/88/57, ST/IC/89/10 ST/IC/1990/14, ST/IC/1990/16 and ST/IC/1990/34
85/76	20/12/85	Host country travel regulations: private travel by staff members in the United States	See above
86/4	14/1/86	Official travel of United Nations staff members in the United States	See above
86/7	24/1/86	Closure of the United Nations service drive	See also ST/IC/83/61/ Rev.1 and ST/IC/88/2
86/14 86/14/Add.1	11/3/86 17/3/86	United Nations garage: report and recommendations of the Garage Review Board on its second review	See also ST/SGB/192; ST/AI/349
86/16	13/3/86	New catering arrangements	See also ST/IC/83/50 and ST/IC/1990/31
86/17	13/3/86	Financial crisis of the United Nations	See also ST/SGB/215; ST/SGB/217 and ST/SGB/222; ST/IC/87/67 and Corr.1

Symbol	Date issued	Subject	Remarks
ST/IC/ 86/20	26/3/86	Changes in the administration of the Blue Cross component of the Headquarters Blue Cross/ Aetna Major Medical scheme	
86/26	28/4/86	Education grant questionnaire	
86/28	6/5/86	Relocation of the Pass and Identification Unit Office	
86/33	23/5/86	Parking of motorcycles and bicycles	See also ST/AI/349
86/43	18/8/86	Report of the Group of High-level Intergovernmental Experts to Review the Efficiency of the Administrative and Financial Functioning of the United Nations	See also ST/AI/336; ST/IC/87/63
86/44	15/9/86	Medical scheme for staff appointed under the 300 series of the Staff Rules	
86/49	18/9/86	United Nations garage: increased parking rates	
86/52	10/10/86	Career development and placement of staff	See also ST/SGB/166 and ST/SGB/221
86/61	18/11/86	Transmission of official United Nations cables	See also ST/ADM/ SER.A/1636
86/62	24/11/86	Career development plan for the General Service and related categories in New York	See also ST/SGB/221; ST/AI/338 and Add.3-5 and ST/AI/353; ST/IC/ 87/13 and Add.1-2, ST/IC/87/31 and ST/IC/87/59
86/66	15/12/86	New telephone system	See also ST/IC/87/29
86/67	19/12/86	Audit of tax reimbursement	See also ST/IC/1990/12

Symbol	Date issued	Subject	Remarks
ST/IC/			
86/72	29/12/86	Age limitation on the participation of dependent children in United Nations health insurance schemes	
87/13	11/3/87	Vacancy management and staff redeployment	See also ST/SGB/221; ST/AI/338 and Add.2-6 and Add.6/Amend.1 and ST/AI/353; ST/IC/86/62, ST/IC/87/31 and ST/IC/87/59
87/13/Add.1	7/4/87		
87/13/Add.2	25/9/87		
87/16	30/3/87	United States Immigration Reform and Control Act of 1986	See also ST/IC/89/7
87/16/Corr.1	3/4/87		
87/18	30/3/87	Questionnaire on smoking on United Nations premises	See also ST/IC/85/42 and ST/IC/87/54
87/25	6/5/87	Office for Research and the Collection of Information	See also ST/SGB/225; ST/IC/87/32
87/25/Add.1	29/5/87		
87/27 (English only)	27/5/87	Information on United Nations staff members and members of their household requested by the United States Mission	
87/27/Add.1 (English only)	30/7/87		
87/29	26/5/87	New telephone system	See also ST/IC/86/66
87/30	28/5/87	Membership of the Classification Appeals and Review Committee	See also ST/AI/277
87/31	2/6/87	Vacancy management and staff redeployment in the General Service and related categories at Headquarters	See also ST/SGB/221; ST/AI/338 and Add.3-5 and ST/AI/353; ST/IC/86/62, ST/IC/87/13 and Add.1-2 and ST/IC/87/59
87/32	11/6/87	Membership of the Panel for the Staffing of the Office for Research and the Collection of Information	See also ST/SGB/225; ST/IC/87/25 and Add.1

Symbol	Date issued	Subject	Remarks
ST/IC/ 87/33	19/6/87	Health insurance coverage for locally recruited staff at designated duty stations away from Headquarters	See also ST/AI/343
87/42	30/7/87	Host country travel regulations	See also ST/IC/85/48, ST/IC/85/74 and Corr.1, ST/IC/85/76, ST/IC/86/4, ST/IC/88/57, ST/IC/89/10, ST/IC/1990/14, ST/IC/ 1990/16 and ST/IC/1990/34
87/46	27/8/87	Introduction of a long-service step in the salary scales for staff in the General Service and related categories at Headquarters	See also ST/IC/89/72 and ST/IC/1990/35
87/54	26/10/87	Smoking in conference rooms and offices	See also ST/IC/85/42 and ST/IC/87/18
87/59	11/11/87	Transitional measures for staff in the General Service and related categories at Headquarters appointed or assigned to new functions in 1985 or 1986	See also ST/SGB/221; ST/AI/338 and Add.3-5 and ST/AI/358; ST/IC/86/62
87/63	24/12/87	Implementation of General Assembly resolution 41/213 - recommendation 15 of the Group of High-level Inter-governmental Experts	See also ST/AI/336; ST/IC/86/43
87/64	23/12/87	Confirmation of tax return information	See also ST/IC/84/80
87/67 87/67/Corr.1	30/12/87 14/1/88	Deferment of increases due in 1986 for staff in the General service and related categories at eight main duty stations	See also ST/SGB/215, ST/SGB/217 and ST/SGB/222; ST/IC/86/17
88/2	4/1/88	Access to the Secretariat building and the United Nations garage	See also ST/IC/83/61/ Rev.1 and ST/IC/86/7
88/6	3/2/88	Standard of accommodation	See also ST/IC/85/18

Symbol	Date issued	Subject	Remarks
ST/IC/ 88/10	1/3/88	Administration of internal appeals and disciplinary systems: transfer of responsibilities and reform programme	
88/11	1/3/88	Membership of the Panel of Counsel	See also ST/AI/351
88/14	10/3/88	Secretary of the Joint Disciplinary Committee	See also ST/IC/88/24
88/18	29/3/88	Office paper recycling programme in the Secretariat building	
88/19	4/4/88	Consolidation of personnel records into the official status files	See also ST/AI/292; ST/IC/82/77/Rev.1
88/21	15/4/88	Salary scale and schedule of monthly mission allowance for staff in the Field Service category	See also ST/IC/1990/10 (paras. 4-7)
88/23	2/5/88	Joint Appeals Board	See also ST/IC/82/8
88/24	2/5/88	Joint Disciplinary Committee	See also ST/IC/88/14
88/29	24/5/88	Direct dialling from Headquarters to the United Nations Development Programme and the United Nations Children's Fund	
88/40	1/7/88	Membership of the Appointment and Promotion Panel	See also ST/IC/89/45 and ST/IC/1990/2 and Add.1
88/52	9/9/88	Blue Cross Wraparound Plus/ Preferred Provider Organization	
88/55	22/9/88	Application of the remuneration correction factor to post adjustment at Geneva and Vienna: implementation of Administrative Tribunal Judgement No. 421	

Symbol	Date issued	Subject	Remarks
ST/IC/ 88/57	27/9/88	Host country travel regulations	See also ST/IC/85/48, ST/IC/85/74 and Corr.1, ST/IC/85/76, ST/IC/86/4, ST/IC/87/42, ST/IC/89/10, ST/IC/1990/14, ST/IC/1990/16 and ST/IC/1990/34
89/1	4/1/89	Membership of the Appointment and Promotion Board and of the Headquarters Appointment and Promotion Committee	
89/2	5/1/89	Conduct of staff members	
89/3	12/1/89	Payment of income taxes (1988)	See also ST/IC/1990/4
89/7	17/1/89	United States Immigration Technical Corrections Act of 1988	See also ST/IC/87/16 and Corr.1
89/10	1/2/89	Host country travel regulations	See also ST/IC/85/48, ST/IC/85/74 and Corr.1, ST/IC/85/76, ST/IC/86/4, ST/IC/87/42, ST/IC/88/57, ST/IC/1990/14, ST/IC/1990/16 and ST/IC/1990/34
89/11	6/2/89	Children's allowance for staff in the Professional and higher categories and in the Field Service category	See also ST/IC/1990/35
89/13	14/2/89	Employment of persons on G-4 visas	See also ST/AI/294; ST/IC/78/53
89/15	27/2/89	Designation of Acting Under-Secretary-General for Administration and Management	See also ST/SGB/235
89/20	22/3/89	Membership of the Working Group of the Technological Innovations Board	See also ST/SGB/219 and Corr.1 and Add.1-3

Symbol	Date issued	Subject	Remarks
ST/IC/ 89/21	27/3/89	Measures taken to improve messenger services: institution of messenger unit zoning system	
89/22	28/3/89	Reimbursement for work permit fees levied by the Egyptian authorities on United Nations employees of Egyptian nationality	
89/23	28/3/89	Second floor of General Assembly and Conference buildings as a restricted area	
89/24	28/3/89	Records management services	See also ST/SGB/159
89/25	11/4/89	Consideration of family members for employment in the General Service category in New York	
89/29/Amend.1	25/10/89	Pensionable remuneration scales for staff in the Professional and higher categories and for staff in the Field Service category - Increase in contributions to the United Nations Joint Staff Pension Fund	Superseded by ST/IC/1990/10 (paras. 4-7) and ST/IC/1990/45
89/34	16/5/89	Conservation of electric power and steam at Headquarters	See also ST/AI/323
89/45	30/6/89	Membership of the Appointment and Promotion Panel	See also ST/IC/88/40 and ST/IC/1990/2 and Add.1
89/49/Add.2	13/10/89	1989 competitive examination for promotion to the Professional category of staff members from other categories	See ST/IC/1990/49 for 1990 competitive examination
89/50	2/8/89	Delivery of personal packages, mail and periodicals to United Nations premises	See also ST/IC/84/85

Symbol	Date issued	Subject	Remarks
ST/IC/ 89/54	16/8/89	Mission service rosters: Professional, General Service and related categories	See also ST/SGB/114 and and Add.1 and ST/SGB/165
89/55/Add.1	25/10/89	1989 competitive examination for English proof-readers	
89/56	18/8/89	Arrangements for admission to premises, traffic, deliveries, catering facilities and commercial operations for the forty-fourth session of the General Assembly	See also ST/IC/89/60
89/57	5/9/89	Working hours	Superseded by ST/IC/1990/62
89/58	5/9/89	Software products for microcomputers	See also ST/AI/355, ST/AI/359, ST/AI/361; ST/IC/1990/8
89/59	7/9/89	Staff Day 1989	See ST/IC/1990/58 for Staff Day 1990
89/60	18/9/89	Access to premises during closure of First Avenue	See also ST/IC/89/56
89/61	27/9/89	Survey of housing and domestic service for calculation of post adjustment	Superseded by ST/IC/1990/40
89/62	6/10/89	United Nations Staff Relief Committee for the Caribbean	
89/63	12/10/89	First day of issue: "Universal Declaration of Human Rights" stamps	
89/64	26/10/89	United Nations Staff Relief Committee for Hurricane Victims in Puerto Rico	
89/65	2/11/89	Time off for voting on United States election day	

Symbol	Date issued	Subject	Remarks
ST/IC/ 89/66	6/11/89	United Nations Staff Relief Committee for the Victims of the San Francisco Earthquake	
89/67	7/11/89	1990 competitive examination for English translators/précis-writers	
89/68	13/11/89	Language proficiency examinations	See also ST/IC/1990/21
89/69	14/11/89	Claims Board: membership	See also ST/SGB/ Organization, Annex I/Amend.2 and ST/AI/149/Rev.3
89/70	20/11/89	Group life insurance: premium rate reduction	See also ST/IC/78/38 and ST/IC/1990/29
89/71	20/11/89	United Nations garage: maintenance work affecting parking facilities during the biennium 1990-1991	
89/72	22/11/89	Revised salary scales for staff in the General Service, Security Service, Trades and Crafts, Public Information Assistant and Language Teacher categories at Headquarters	For Language Teacher category only. See also ST/IC/1990/35 and ST/IC/1990/48
89/73	1/12/89	Official holidays and closure of Headquarters buildings	
89/74	1/12/89	1988 United Nations Peace Medal and 1988 Commemorative Medals	
89/75	11/12/89	Van Breda medical, hospital and dental insurance	
89/76	18/12/89	The 1987 promotion registers	Additions to the 1987 promotion registers announced in ST/IC/89/36; ST/IC/89/37, ST/IC/89/38 and ST/IC/89/39

Symbol	Date issued	Subject	Remarks
ST/IC/ 89/77	29/12/89	Membership of the New York General Service Classification Appeals and Review Committee	See also ST/AI/358
1990/1 1990/1/Corr.1	2/1/90 3/1/90	Status report, request for payment of dependency benefits and housing assistance information	See also ST/AI/278/Rev.1
1990/2 1990/2/Add.1	3/1/90 14/2/90	Membership of the Appointment and Promotion Panel at Headquarters	See also ST/IC/88/40 and ST/IC/89/45
1990/3 1990/3/Corr.1 1990/3/Add.1	3/1/90 12/1/90 29/3/90	The 1988 Field Service promotion register	
1990/4	9/1/90	Payment of income taxes (1989)	See also ST/IC/84/80 and ST/IC/87/64
1990/5	9/1/90	Appointments, promotions and and other staff changes	1 April - 30 June 1989
1990/6	10/1/90	Renovation of elevators in the Secretariat building	
1990/7	26/1/90	First day of issue: "International Trade Centre UNCTAD/GATT: Promoting Trade" commemorative stamps and definitive stamps	
1990/8	16/1/90	Virus alert: how to prevent microcomputer viruses	
1990/9	7/2/90	Post adjustment classification for New York	Superseded by ST/IC/1990/53
1990/10	7/2/90	Pensionable renumeration scales for staff in the Professional and higher categories and for staff in the Field Service category - Increase in contributions to the United Nations Joint Staff Pension Fund	Paras. 4-7 only. See ST/IC/1990/45

Symbol	Date issued	Subject	Remarks
ST/IC/			
1990/11	2/2/90	Action taken by the General Assembly on personnel questions during the forty-fourth session	
1990/11/Corr.1 (English only)	9/8/90		
1990/12	5/2/90	Audit of tax reimbursement: Special Advisory Group	See also ST/IC/86/67
1990/13	19/3/90	Option of a lump-sum payment for travel by air in lieu of provision by the Organization of travel tickets and related entitlements on home leave, education grant and family visit travel	See also ST/AI/257 and ST/AI/249/Rev.3
1990/14	14/2/90	Host country travel regulations	See also ST/IC/85/48, ST/IC/85/74 and Corr.1, ST/IC/85/76, ST/IC/86/4, ST/IC/87/42, ST/IC/88/57, ST/IC/89/10, ST/IC/1990/16 and ST/IC/1990/34
1990/15	28/2/90	First day of issue: "Fight Aids Worldwide" stamps and souvenir card	
1990/16	16/2/90	Host country travel regulations	See also ST/IC/85/48, ST/IC/85/74 and Corr.1, ST/IC/85/76, ST/IC/86/4, ST/IC/87/42, ST/IC/88/57, ST/IC/89/10, ST/IC/1990/14 and ST/IC/1990/34
1990/17	13/3/90	1990 aptitude test for admission to a training programme for French interpreters	
1990/18	1/3/90	International Women's Day	
1990/19	2/3/90	Appointments, promotions and other staff changes	1 July - 30 September 1989
1990/20	2/3/90	1990 competitive examination for English verbatim reporters	

Symbol	Date issued	Subject	Remarks
ST/IC/ 1990/21	15/3/90	Language proficiency examinations	
1990/22	2/4/90	1990 competitive examination for French translators/précis-writers	
1990/23	4/4/90	1990 competitive examination for Chinese translators	
1990/24	27/4/90	First day of issue: "Medicinal Plants" stamps	
1990/25	12/4/90	Update on the General Service salary survey: working group of special Joint Advisory Committee	
1990/26	17/4/90	United Nations Staff Relief Committee for Victims of the Chernobyl Disaster	
1990/27	18/4/90	Direct deposit of salary	
1990/28	19/4/90	Report on the work of the Panels on Discrimination and Other Grievances	See also ST/AI/308/Rev.1; ST/IC/88/10 and ST/IC/1990/50
1990/29	26/4/90	Group life insurance: waiver of automatic increase	
1990/30	27/4/90	1990 competitive examination for Chinese editorial assistants	
1990/31	15/5/90	Catering services	See also ST/IC/83/50 and ST/IC/86/16
1990/32	31/5/90	First day of issue - 26 June 1990 - "45th anniversary of the United Nations" stamps and souvenir sheets	
1990/33	31/5/90	Headquarters medical and dental insurance schemes: annual enrolment campaign, 11-15 June 1990	See also ST/IC/1990/39

Symbol	Date issued	Subject	Remarks
ST/IC/ 1990/34	21/5/90	Host country travel regulations	See also ST/IC/85/48, ST/IC/74 and Corr.1, ST/IC/85/76, ST/IC/86/4 ST/IC/87/42, ST/IC/88/57 ST/IC/89/10, ST/IC/1990/14 and ST/IC/1990/16
1990/35	23/5/90	(a) Revised salary scales for staff in the Trades and Crafts and Security Service categories at Headquarters; (b) Revised dependency allowances for staff in the General Service, Trades and Crafts, Public Information Assistant and Language Teacher categories at Headquarters	See also ST/IC/89/72 and ST/IC/1990/48
1990/36	24/5/90	Appointments, promotions and other changes	1 October 1989 - 31 March 1990
1990/37	24/5/90	Implementation of the mobility and hardship allowance	See also ST/AI/363 and Corr.1
1990/38	25/5/90	United Nations Staff Relief Committee to assist the emergency situation which arose as a result of drought in Lima, Peru	
1990/39	1/6/90	Renewal of the Headquarters medical and dental insurance plans and annual enrolment campaign, 11-15 June 1990	
1990/40	31/5/90	Comprehensive (cost-of-living) expenditure survey for calculation of post adjustment	
1990/41	14/6/90	Training for office automation technology	See also ST/AI/355
1990/42	15/6/90	Shutdown of electrical power on the 17th to 39th floors of the Secretariat building on 23 and 24 June 1990	See also ST/IC/1990/47 and ST/IC/1990/60

Symbol	Date issued	Subject	Remarks
ST/IC/			
1990/43	15/6/90	Fireworks display on Wednesday, 4 July 1990	
1990/44	26/6/90	United Nations Staff Relief Committee for the Victims of the Earthquake in the Islamic Republic of Iran	
1990/45	5/7/90	Pensionable renumeration scale for staff in the Professional and higher categories	
1990/46	10/7/90	Scale for computing separation payments for staff in the Professional and higher categories and for staff in the Field Service category	
1990/47	11/7/90	Shutdown of electrical power in the General Assembly and Conference buildings from 14-16 July 1990	See also ST/IC/1990/42 and ST/IC/1990/60
1990/48	12/7/90	(a) Salary scales for staff in the General Service and Public Information Assistant categories at Headquarters; (b) Interim salary adjustment procedure for staff in the General Service, Trades and Crafts, Security Service, Public Information Assistant and Language Teacher categories at Headquarters	See also ST/IC/89/72 and ST/IC/1990/35
1990/49	12/7/90	1990 competitive examination for promotion to the Profesional category of staff members from other categories	See also ST/SGB/173; ST/AI/357/Add.2 and ST/AI/362 and Add.1
1990/50	13/7/90	Composition of the Panel on Discrimination and Other Grievances at Headquarters	See also ST/AI/308/Rev.1; ST/IC/88/10 and ST/IC/1990/28

Symbol	Date issued	Subject	Remarks
ST/IC/			
1990/51	19/7/90	Telephone communication services to the United Nations Office at Geneva, the United Nations Office at Vienna and the Economic Commission for Latin America and the Caribbean	
1990/52	25/7/90	Membership of the Joint Advisory Committee at Headquarters	
1990/53	26/7/90	Post adjustment classification for New York	
1990/54	1/8/90	Language Training Programme: academic year 1990-1991	
1990/55	2/8/90	United Nations Staff Relief Committee for the Victims of the Earthquake in the Philippines	
1990/56	3/8/90	After-school recreation and study programme for United Nations children	
1990/57	6/8/90	First-day of issue: "Crime Prevention" stamps and souvenir card	
1990/58	9/8/90	Staff Day 1990	
1990/59	21/8/90	1990 competitive examination for Arabic translators/précis-writers	
1990/60	22/8/90	Shutdown of electrical power in the General Assembly and Conference buildings 25 and 26 August 1990	See also ST/IC/1990/42 and ST/IC/1990/47
1990/61	23/8/90	1989 United Nations Peace Medal and 1989 Commemorative Medals	
1990/62	29/8/90	Working hours	

Symbol	Date issued	Subject	Remarks
ST/IC 1990/63	30/8/90	Language allowance for staff in the Trades and Crafts category at Headquarters	